

TRANSPORTATION ASSET MANAGEMENT COUNCIL

April 11, 2018 at 1:00 p.m.

MDOT Aeronautics Building, 2nd Floor Commission Room

2700 Port Lansing Road

Lansing, Michigan

MINUTES

**** Frequently Used Acronyms List attached**

Members Present:

Don Disselkoen, MAC

Bill McEntee, CRA – Vice-Chair

Rob Surber, DTMB/CSS

Brad Wieferich, MDOT

Joanna Johnson, CRA/RCKC – Chair

Gary Mekjian, MML

Jennifer Tubbs, MTA

David Wresinski, MDOT

Support Staff Present:

Roger Belknap, MDOT, via Telephone

Rebecca Curtis, MDOT

Cheryl Granger, DTMB/CSS

Gloria Strong, MDOT

Gil Chesbro, MDOT

Chris Gilbertson, MTU

Dave Jennett, MDOT

Public Present:

Larry Doyle, MDOT

Members Absent:

Derek Bradshaw, MAR/GLS Region V

Jonathan Start, MTPA/KATS

Bob Slattery, MML

1. Welcome – Call-To-Order:

The meeting was called-to-order at 1:13 p.m. immediately following a mandatory Tornado Drill.

2. Changes or Additions to the Agenda (Action Item):

None

3. Public Comments on Non-Agenda Items:

None

4. Consent Agenda (Action Item):

4.1. – Approval of the March 7, 2018 Meeting Minutes (*Attachment 1*)

4.2. – TAMC Financial Report (*Attachment 2*)

R. Belknap provided an updated financial report for the Councils review.

4.3. – 2018 Calendar of TAMC and Partner Events, Conferences, and Trainings (*Attachment 3*)

B. McEntee made a motion to approve the March 7, 2018 meeting minutes along with other Consent Agenda items; D. Wresinski seconded the motion. The motion was approved by all members present.

5. Presentations:

5.1. – 2017 Michigan Roads and Bridges Annual Report – G. Chesbro/R. Belknap/D. Jennett (*Attachment 4/Action Item*)

B. McEntee will give a presentation on the 2017 Annual Report and TAMC update at the April 19, 2018, State Transportation Commission Meeting. The final report is due to the

Legislature by May 2, 2018. D. Jennett continues to work on the annual report. Council members reviewed the draft report and provided comments and changes to D. Jennett. Any additional amendments must be submitted to D. Jennett no later than 12:00 noon tomorrow, April 12, 2018. The Council would like to move the Pavement and Bridge Conditions information to the forefront of the report. D. Jennett must also draft an introduction for the report. After all changes are completed, D. Jennett will send out the final report to all Council members. The report will stand alone; there will be no executive summary. B. McEntee made a motion to approve the drafted 2017 Michigan Roads and Bridges Annual Report with amendments as provided at the meeting and amendments received by noon tomorrow; G. Mekjian seconded the motion. The motion was approved by all members present.

Action Item: D. Jennett will do an introduction for the report and finalize the report after all comments/amendments are received.

Action Item: After the report is finalized, D. Jennett will send the report to the Council.

6. Correspondence and Announcements:

6.1. – Administration, Communication, and Education (ACE) Committee – D. Disselkoen

6.1.1. - TAMC Spring Conference, May 22, 2018 in Collaboration with the American Public Works Association (APWA), Traverse City

The 2018 TAMC Spring Conference will be held the day prior (May 22, 2018) to the APWA Conference on May 23-24, 2018, at the Grand Traverse Resort and Spa in Traverse City. Support staff has received two (2) nominations for the TAMC Organization Award – One for the four agencies participating in the 21st Century Infrastructure project and one for the City of Grand Rapids. Support staff also received a nomination for the Carmine Palombo Individual Award, nominating Vicki Sage at MTU. The ACE Committee approved the nominations. R. Belknap will send a letter to each award winner and they will be recognized at the May 22, 2018 TAMC Spring Conference.

6.1.2. - TAMC Customer Satisfaction Survey Update

Support staff has created a TAMC Customer Satisfaction Survey to get feedback from people on how much they know about the TAMC. The survey was initiated at a meeting held with the MDOT Performance Excellence Section in January regarding subjects that will be discussed at the June 6, 2018, TAMC Strategic Planning Session. The survey was created through Survey Monkey. Survey Monkey will do the survey analysis at the end of the survey. The link to the survey was added to the TAMC Website and small flyers provided on tables at conferences that TAMC participates in, given out at PASER trainings, sent out through eGov Delivery. MTU will send the survey out to their mailing list this week. The survey will end on May 1, 2018. Survey Monkey will tally the responses and the results will be shared at the June 6, 2018, Strategic Planning Session. One name will be pulled from the people who have completed the survey and asked that their names be placed in a drawing to win one free registration to the May 22, 2018, TAMC Spring Asset Management Conference. So far, TAMC is getting good feedback from the survey.

Action Item: R. Belknap will send out a letter notifying the winners of their being nominated to receive a TAMC Award.

Action Item: Support staff will get plaques made for award recipients.

Action Item: MTU will send out the survey to their mailing list this week.

6.2. – Data Committee – B. McEntee

6.2.1. – IRT/ADARS Compliance Report – R. Belknap (*Attachment 5*)

A Summary Statistics – TAMC Investment Reporting Compliance as of April 5, 2018 document was shared (showing fiscal years 2016-2018). Eleven (11) agencies submitted and all were approved. As of today, there are 25 agencies approved. TAMC needs to think about what additional information to add to the annual report from this report. Do we need to add any data collected from this process to the annual report, possibly under a “Things to Come” section. TAMC feels it needs to help explain or tell the story as to why some roads are being worked on and others are not. TAMC needs to do more data analysis that what we are currently doing and make sure that we have a budget for it. There is much data that TAMC has collected and it is not being used.

Action Item: J. Johnson requested that the Data Committee look at the TAMC budget to see if it is possible to do more data analysis in the future.

6.2.2. – PASER Data Request from Munetrix – R. Belknap (*Attachment 6/Action Item*)

R. Belknap received a letter from Munetrix requesting information on lane miles. The majority of the information that they are requesting can be found in the TAMC Finance dashboards and the Regional Planning Organizations/Metropolitan Planning Organization can provide the information they are requesting regarding their areas.

A motion was made by G. Mekjian to refer Munetrix to the TAMC Website and dashboards and they can get the information from there that TAMC has deemed to make publicly available; D. Wresinski seconded the motion. The motion was approved by all members present.

Action Item: R. Belknap will respond to Munetrix via letter on TAMCs behalf information them of the decision.

6.3. – Bridge Committee Update – R. Curtis

6.3.1. – Update on Culvert Project

As a recap, there are three levels of data collected currently: Tier 1.) – Agencies that have no culvert data and are starting from the beginning; Tier 2.) – Agencies that have information in hard copy but not shared, and Tier 3.) - Agencies that already have culvert information and are maintaining that data.

The \$2,000,000 received to do the Culvert Project has been budgeted. Based upon the results of the Culvert Survey that was recently completed, a large number of agencies have expressed interest in participating in the Culvert Project. The Bridge Committee has identified two subsets of the agencies that expressed interest in participating. “Round 1” agencies include a broad spectrum of agencies within specific regions. “Round 2” agencies can also participate, but will not necessarily be reimbursed at the same rate, depending on how many agencies decide to participate. A policy has been created for reimbursement for culvert data collection, training and equipment purchase. MTU is working on the training. The training will start approximately at the end of April. The first week of May, MTU will provide training to those that could not attend the end of April trainings.

6.3.2. – Culvert Pilot Reimbursement Policy (*Attachment 7/Action Item*) – R. Curtis

A copy of the 2018 TAMC Culvert Pilot Reimbursement Policy was reviewed. D. Disselkoen made a motion to approve the policy; B. Wieferich seconded the motion. The motion was approved by all members present.

6.4. – Michigan Center for Shared Solutions – R. Surber/C. Granger

CSS has nothing new to report other than they continue to work on the dashboards. CSS may want to have a short Dashboard Committee meeting next week. C. Granger will notify staff if a meeting is needed.

6.5. – Michigan Technological University/Technical Assistance Training Reports – C. Gilbertson

6.5.1. – Monthly Training Report (Attachment 8)

6.5.2. – Monthly Activities Report (Attachment 9)

MTU has nothing more to report and no concerns.

6.6. – TAMC Work Program Update – R. Belknap

Polly Kent, MDOT support staff, has updated the work program and a copy was provided at the meeting for Council review.

6.7. – TAMC 2018 Strategic Planning Session, June 6, 2018, Horatio Earle Learning Center

The TAMC Strategic Planning Session is scheduled for June 6, 2018. Support staff and TAMC Chair, Joanna Johnson, are working with the MDOT Performance Excellence Section to pull together an agenda. Information from the TAMC Customer Satisfaction Survey will be shared at the session.

7. Public Comments:

None

8. Member Comments:

B. Wieferrich made a motion to cancel the May 2, 2018 ACE and full Council meetings due to TAMC having the TAMC Spring Asset Management Conference on May 22, 2018; G. Mekjian seconded the motion. The motion was approved by all members present.

B. McEntee participated in the March 13-15, 2018, County Road Association conference and gave a TAMC update. C. Granger also attended and provided assistance at the TAMC booth.

The proposed legislation regarding TAMC has passed the Michigan House. Next it will be taken up in the Senate. More information will be provided at a later date once more information is received.

9. Adjournment:

The meeting adjourned at 2:57 p.m. The next full Council meeting will be held July 11, 2018, at 1:00 p.m., MDOT Aeronautics Building, 2700 Port Lansing Road, 2nd Floor Conference Room, Lansing, Michigan. The TAMC Spring Conference will be held May 22, 2018, and the TAMC Strategic Planning Session will be held June 6, 2018.

TAMC FREQUENTLY USED ACRONYMS:	
AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN'S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CPM	CAPITAL PREVENTATIVE MAINTENANCE
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
CSD	CONTRACT SERVICES DIVISION (MDOT)

CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX
ESC	EXTENDED SERVICE LIFE
FAST	FIXING AMERICA'S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS
LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM
MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING
PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION
QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RBI	Road Based Inventory
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

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